

JAMAICAN CANADIAN ASSOCIAION

ANNUAL GENERAL MEETING

At The JCA Centre, 995 Arrow Road

Sunday, May 26, 2002 at 2:00 p.m

*Minutes
2001*

1. CALL TO ORDER
2. WELCOME
3. CONFIRMATION OF MINUTES OF PREVIOUS A.G.M., MAY 26, 2001.
4. MATTERS ARISING FROM THE MINUTES
5. INTRODUCTION OF NEW MEMBERS AND VISITORS
- 6.. **OFFICERS REPORTS**

1. Acting Executive Director -	- Mr. Errol Bonner
2. Treasurer	- Ms. Maxine Adams
3. Auditor	- Ms. Donna A. Goldson, C.A.
4. Vice President	- Ms. C. Cameron- Stewart
5. President	- Ms. Valarie Steele

=: INTERMISSION :=

7. **ELECTION OF OFFICERS - Nominating Committee Chair,
Mr. Vincent Conville.**

Positions up for election: (1) President (2) Executive Secretary (3) Chair, Education & Cultural Committee (4) Chair, Fundraising Committee (5) Youth Affairs Committee. **Terms for all positions Two: (2) Years.**

NOTE: During ballot counting, the Chairs of Standing & Ad Hoc Committees will present brief highlights from their reports.

8. **NEW/OTHER BUSINESS**
9. **ADJOURNMENT.**

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JAMAICAN CANADIAN ASSOCIATION
MINUTES OF ANNUAL GENERAL MEETING
HELD ON MAY 26, 2001
AT THE JCA CENTRE, 995 ARROW ROAD

1. **CALL TO ORDER:** The President called the meeting to order at the hour of 10:47 a.m., and welcomed all present. He stated that the past year has been a busy one for all concerned, but that a lot had been accomplished as the reports from the officers and committee chairs will attest.
2. **APPROVAL OF AGENDA:**

Upon the question that the Agenda be adopted as circulated, it was moved by Mr. Roy B. A. Stewart, and seconded by Mr. Paul Braithwaite.

CARRIED.

3. **MOMENT OF SILENCE:**

A moment of silence was observed in memory of members and/or relatives of members who had passed away during the year under review, and in memory of Ms. Beverley Mascoll, who had been a long time friend and supporter of the JCA.

4. **PRESENTATION OF THE MARCUS GARVEY CHAIR**

After brief speeches by Ms. Norma Larro-Brown and Mr. Danny Braithwaite, representatives of the U.N.I.A the Marcus Garvey Chair was formally presented to the JCA

5. **CONFIRMATION OF THE MINUTES OF PREVIOUS MEETING:**

Upon the question that the Minutes of the Annual General Meeting held on May 26, 2000, be adopted, it was moved by Ms. Theo Briscoe and seconded by Ms. Daphne Bailey, there being no errors nor omissions therein:

CARRIED.

6. **MATTERS ARISING FROM THE MINUTES:**

Re: Page 6 - President's Report - Summary:

Ms. Daphne Bailey enquired if any progress had been made in our efforts to re-establish the Credit Union, to which the President replied that it was still a matter that should be pursued.

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7. INTRODUCTION OF NEW MEMBERS AND VISITORS

The President requested all new members and visitors to stand and introduce themselves to the gathering, and extended a warm and friendly greeting to each one.

8. TREASURER'S REPORT:

The treasurer presented the financial statements of the association for the year ending March 31, 2001, a copy of which is appended to these Minutes, as Appendix "A".

Ms. Adams answered questions regarding the foregoing report, and it was moved, seconded and adopted, as presented.

9. AUDITORS REPORT:

Ms. Donna A. Goldson, C.A. presented her report on the financial statements for the year ending March 31, 2001, which is appended to these Minutes as Appendix "B".

Ms. Goldson answered questions regarding her report on the financial statements, and it was moved, seconded and adopted as presented..

MOTION: *It was moved by Mr. Frank Wallace, seconded by Mr. Jos. Thomson that Ms. Donna A Goldson be retained as the association's Auditor for the ensuing year, 2001 - to 2002:*

CARRIED.

10. EXECUTIVE DIRECTOR'S REPORT

OVERVIEW OF 2000/2001

My first full year as Executive Director has been both rewarding and challenging.

Rewards have included:

- Being a part of an enthusiastic and committed group of employees, who derive great satisfaction from working for the JCA and their community.
- Working with members of the board and the President to advance our membership services and advocacy.

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- Representing the JCA at key meetings and events in the wider community, and with funders and other agencies who welcome and appreciate our voice on issues of concern such as policing, immigration, youth and family services;
- Appreciating, through all of the above, the marvellous potential in the JCA, both as a cultural/membership organization, and as a provider of services to Toronto's wider Black and Caribbean community;
- Helping to re-establish the credibility and stability of the JCA's social services, as witnessed by increased funding and verbal encouragement from funders such as the City of Toronto, while maintaining funding levels from other sources;

Challenges I faced, and continue to face, include:

- Getting a greater understanding of the role and responsibilities of executive director for the association, especially in relation to the board;
- Building my knowledge about how the JCA operates as a non-profit organization;
- Working with staff and the board to manage the changes the association is undergoing on all fronts.

VISION FOR THE FUTURE:

Many people in our own Black and Caribbean community don't know that JCA offers social services, not just to Jamaicans. Once people know that we have programs to counsel children, youth, parents and abused women from the wider community in a cultural way, they are truly appreciative. There is a crying need in our community for services where people feel safe enough to unburden themselves, knowing that the counsellor has a true understanding of what it is like to be Black or to be a Caribbean immigrant in Canadian society.

Some services JCA cannot provide at the moment because we do not have enough resources. Among the areas of demand we cannot currently meet directly are:

- Substance abuse counselling;
- Adult literacy;
- Job counselling for at-risk youth;
- Counselling children who experience physical and/or sexual abuse;
- Mental health counselling for children, youth and adults (especially in the area of schizophrenia), and seniors;

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- Paralegal services to help people deal with tribunals such as the Human Rights Commission and Pension Board.

The potential of the JCA's program is waiting to be developed jointly by membership, board and staff with vision and courage. We need to look strategically at where we are, where we can and should go, and what we need to get there. *Most of all, we need to see the JCA's ongoing development as inclusive of both membership and programs, for both clients and members are future donors and builders of the association.*

I support a proposal of the board that the JCA have a strategic retreat after the AGM to consider, among other things, how programs figure into the growth and longevity of the association.

Among the ideas I would like to recommend for discussion:

1. **Establishing a new social services committee of the board on a trial basis**, to make a more hands-on approach to designing and evaluating programs to meet the needs of the community. Committee members could be drawn from the larger JCA membership and from the vast pool of former clients in the wider community.
2. **Establishing a new identity for programs calling them "Caribbean Family Services: A Division of the Jamaican Canadian Association".** This sends an important signal to the wider community that uses our services, and has supported our various campaigns, including fundraising for the community centre.

STAFF CHANGES FOR 2000/2001

Farewell! **Vira Stewart**, manager for youth and family services, and **Sandra Williams**, family worker (on a leave of absence to the Ministry of Community and Social Services as a probation officer).

Welcome! **–Errol Bonner**, settlement counsellor; **Vivienne Nelson**, parenting coordinator (And now acting manager for youth and family services); **Noeline John**, assistant job counsellor for the Opportunity Plus+ program; and **Rosemarie White**, assistant parenting officer.

HIGHLIGHTS FROM PROGRAMS AND SERVICES:

Youth and Family Services: JCA workers continued to foster community well-being by helping youth and their families develop healthy relationships. Our one-on-one counselling

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with individuals and families is accompanied by a strong presence in Jane Finch Schools, supporting families where the child or youth is having problems in the system. Unfortunately, changes in the Toronto District School Board have caused us to lose our adolescent program for girls at Brookview Middle School, but we hope to restart the program there or at another school in the future.

Violence Against Women Program: We expanded the range of our program through two significant partnerships during the year. One involves a transition worker who helps clients from the JCA, Tropicana and Juliette's House Women's Shelter find housing, jobs and other supports. The other partnership delivers group counselling to children who have witnessed their mother being abused, and helps the mothers understand what their children are experiencing.

Jail/Transition Program: We suspended our groups at detention centres in order to refocus our energies on young offenders who had served time, and needed help getting back into their families and society. We consulted with the Ministry of Correctional Services and ran a pilot of the program in January 2001. Results have not matched our expectations, and we are in the process of evaluating and reformatting the program.

Leaders In Partnership: We obtained new funding from the City of Toronto for this project, which helps children aged 7 - 10 having behavioural problems. Toronto Police 31 Division is our partner. We added six new schools to our schedule, which aims to serve all Jane-Finch elementary schools over a period of two years.

Parenting Program: The new program on the block has been a resounding success with parents in our community. The weekly therapy groups and one-on-one counselling have helped parents unburden themselves of the anger they feel at having their children taken into care by children's Aid Societies.

Settlement Services/Outreach to Churches: We continued to push our outreach to churches, raising their awareness of JCA programs and services. Our settlement counsellors led group discussions on family separation and reunification at two churches, using the **Freshies Video** produced by the JCA.

Opportunity Plus+: The program to help people age 45 and over find jobs has taken off in a most satisfactory way, after a first year of struggle. We almost doubled the number of clients seen during the same period last year.

Summer Camp 2000: About 35 children were registered in the summer camp, for which there was great demand due to the low registration fee. For the first time, also, Children's Aid registered seven in-care children at the camp.

Seniors Services: We continued to explore expansion of this service to include counselling, and to reach elder Caribbean people in the wider community. Among the issues we are discussing, and hope to develop more concrete programming for in the next fiscal, are seniors accommodation and elder abuse.

Thanksgiving Dinner for the community, October 2000: About 150 people from the wider community attended our 2nd annual Thanksgiving dinner, including homeless and shelter residents.

Black History Month, February 2001: About 100 students from high schools around the Jane-Finch area came to the JCA for a cultural program celebrating African achievement. We congratulated them for being in school and continuing with their education.

The Executive Director listed the funders who supported our programs in 2000/2001, the people behind JCA's programs and services and our partners in community development.

Ms. Thompson moved, seconded by Mr. Roy B.A. Stewart, that the foregoing report be adopted:

CARRIED.

11. VICE PRESIDENT'S REPORT:

The volunteers of the JCA continue to give the association a hands-up because of their loyalty and dedication. It is fitting to say "thank you very much" for your continued support and I'll say it again. "We cannot operate this Centre without you".

The year in review has not been smooth, but we still made tremendous progress in our effort to run this organization efficiently. This year has been productive and substantial for the building and membership. The bumps in the road will be straightened out with time, and we will continue to operate with the best interest of the JCA. in mind.

DISTRESS FUND: The distress fundraising dance was not as successful as we had anticipated but we are hoping that the advertising that occurred for the event, indicating that "donations are accepted" would have alerted the community to the existence of the distress fund. After defraying expenses, we made a profit of \$2,000.00.

To date the fund has grossed a total of \$5,600.00 and we have donated a total of \$2,700.00 to various causes in accordance with our governance.

Thank you to all our supporters, we look forward to another fundraising event next year.

Capricorn Hair Design is once again making the JCA Distress Fund the recipient of some of the proceeds of their fundraiser. We appreciate this gesture very much. The event will be held on September 29, 2001 at the Galaxy Banquet Hall in Oakville, Ontario. They are asking for our generous support. A big "thank you" to Geneva Blair and friends for their continued support.

ALL COMMITTEE MEETING: I met with all the committees of the JCA (except the Youth Affairs and Education & Cultural committees) on April 25, 2001. (Mr. Vincent Conville, past chair of the Education committee filled us in on what he was aware of). Each committee outlined what they had done in the past year and what their agenda is for the coming year. The sharing of information helped members who are not on specific committees to understand how things are going at the JCA. The committees have requested that we hold this meeting twice per year and we are considering that request. The offer of help and the wealth of experience that JCA has at its fingertips is very encouraging. We can continue to look forward to achieving our goals as long as we continue to work with the best interest of the organization in mind.

We are still in need of volunteers, especially for the Bingo (we need dedicated reliable people) please do not hesitate to join us.

We have accomplished a great deal over the past year. When I became Vice-President two years ago, I viewed the JCA as a business with tremendous potential and I am pleased to report that today that has not changed. I can see our efforts unfolding in the right direction. The current board is an excellent one and together we have worked very hard over the past year to ensure the success of our organization. The ease with which we have accomplished our goals was very pleasing to me. To our President who is leaving - I wish you well and thank you for making the past two years pleasant and productive. As you have said many times, your leaving the presidency does not mean that you will be leaving the JCA and I look forward to our long-term association as we continue to look after the JCA.

Ms. Steele moved, seconded by Mr. Thompson, that the foregoing report be adopted:

CARRIED.

12. PRESIDENT'S REPORT:

I am pleased to submit my fifth annual report. As was the case in the four previous reports, I am happy to report that we had a productive year. We continue to experience growth and success in all areas of the organization including membership and fundraising..

Our success would not have been possible without the support of our members and friends.

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I would like to express sincere thanks to all volunteers, to our Board of Directors, to all committee members, to our staff, to our business and corporate sponsors and to all our program funders, especially the United Way, which approved our proposal for increased funding.

The following are some of the activities that we were engaged in during the past year.

Fundraising:

We had three major fundraising activities during the past year. We spent six months working on our third car raffle. Our bottom line goal was to surpass the \$85,000.00 that the previous raffle generated. As a result of the hard work of hundreds of volunteers we were able to gross just over \$90,000.00 which resulted in us paying \$60,000.00 towards the bank construction loan. Our next fundraising activity was the second annual Merritone dance in January. As was the case last year, this event was a success which gave us a net profit of \$15,000.00, all of which went directly to the bank construction loan. As was the case with our Merritone dance, our second annual "Boonoonoonoos" brunch was a success. We raised approximately \$10,000.00 and were able to pay down the loan by \$10,000.00. During the course of the year there were other activities that generated revenue that we used to pay down the loan. (See Fundraising Report).

We have now added a golf committee which organized our first annual golf tournament in August. First-year participation was over 100 and the committee is optimistic about this year's tournament when they expect to generate a profit.

Community Outreach and Partnerships:

We are continuing to play a pivotal role in regard to issues that impact on our community. During the year we worked with the African Canadian Legal Clinic on a number of test cases dealing with immigration and discrimination. We continue our involvement in the "Blacks and Jews In Dialogue". We are also working in a broad-based community committee to prepare for United Nations World Conference on Racism and Discrimination that will be held in South Africa in August.

On the program side we continue to work in partnership with Tropicana on a number of programs. During the year our centre played host to a community memorial service for former Prime Minister, Pierre E. Trudeau. We hosted the Jamaican Prime Minister at a town hall meeting in April. We made representations to our city government regarding cuts to programs. At the federal level, we made representation on the proposed Immigration Bill. During the course of the year we made a number of representations to the Toronto Police Services Board, including putting the name of one of our members in for nomination to the Board.

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Advocacy:

As was the case last year, we received numerous requests for help with a wide variety of problems. During the course of the year I assisted several members with their complaints at the Human Rights Commission. I also provided advice and other forms of assistance to many members of our community who were experiencing employment-related problems. We supported the night club operators in their struggle for fairness, especially in the area of "paid duty officer". We hosted a news conference on their behalf and we arranged a meeting with the Chairman of the Police Services Board.

During the year we gave several radio and television interviews. We held news conferences to speak out on issues that directly impacted on our community, for example, we condemned the Etobicoke General Hospital for their poor response to a dying 2-year old. We took our concerns to the Coroner's office and to the Minister of Health.

Mortgage:

I am very pleased to report to you that after one year of repayment, we have reduced our construction loan by \$140,000.00. Our mortgage, which is separate from our construction loan, came up for renewal at the beginning of March. Before renewal we combined half of the balance of the construction loan (approximately \$300,000.00) with the mortgage. We were then able to renew at 8% down from the previous 8.7%. In addition to the mortgage we have a balance of approximately \$175,000 left on the construction loan which we have in the form of a line of credit. This gives us the flexibility of paying any amount at any given time. The rate is also less than a conventional mortgage.

Administration:

As indicated earlier, we were very pleased to receive increased funding from United Way when most requests were being denied. Our (new)Executive Director has done a very good job of securing funding (at the same or higher level) for our programs at a time when governments are cutting back on funding.

I am concerned with the lack of interest being shown for membership on the Board of Directors. We are badly in need of younger members on the Board, especially male. Renewal is the only way to get "fresh blood" to keep the association strong and vibrant.

Summary:

Plans are underway for the "long talked-about" youth conference. Our intentions are still to pursue the re-establishment of our credit union.

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Finally, during the past five years we had to overcome many obstacles such as rezoning, bank financing, and property tax cancellation in order to make our community centre a reality. Together we did that - during those five years we were able to fundraise over \$500,000.00. We also increased our membership by over 600 new members. We did this while at the same time monitoring and speaking out on the issues. There is still more to be done but we are on sound footing.

It is now time to pass the torch and I do so with pride and joy. I am proud because I was given the opportunity to lead the biggest Black community organization. For me it was an honour. I feel a sense of joy because during my time as leader the organization overcame many struggles and achieved success and growth. To every one, thank you.

Mr. Stewart moved, seconded by Ms. E. Smith-Bowes, that the foregoing report be adopted:

CARRIED.

13. ELECTION OF OFFICERS TO THE BOARD OF DIRECTORS:

The President vacated the Chair, and turned the meeting over to Mr. Vincent Conville, the Chairperson of the Nominating Committee:

Mr. Conville explained the process to be followed in order to speed up the election process.

The results of the election process were as follows:-

The incumbent Vice President, Ms. Valarie Steele, was declared President of the JCA to complete the second year of the term of the retiring President, Mr. Herman Stewart.

The results were as follows:-

			<u>TERM</u>
PRESIDENT	-	Ms. Valarie Steele	1 Year
VICE PRESIDENT	-	Ms. Claudette Cameron-Stewart	2 Years
TREASURER	-	Ms. Maxine Adams (Acclamation)	2 Years
MEMBERSHIP SERVICES COMMITTEE CHAIR-		Ms. Pauline Reid (Acclamation)	2 Years
BUILDING COMMITTEE CHAIR	Mr. Leon Sutherland(Acclamation)		2 Years

PUBLIC RELATIONS CHAIR- Ms. Adoama Patterson
(Acclamation) 2 Years.

Mr. Conville declared the election process closed, in accordance with the foregoing results:

MOTION:

It was moved by Mr. Jos Thompson, seconded by Ms. Sadie Harrison, that the election ballots be destroyed:

CARRIED.

14. COMMITTEE CHAIRS REPORTS:

The Committee Chairs each highlighted his/her reports, which have been included in the Annual Report Book, 2000/2001, and all were regularly adopted, after questions/comments were answered/noted.

15. BOARD OF TRUSTEES:

The report of the Board of Trustees, which was duly circulated by Mr. Byron Carter, Chairperson, was regularly adopted.

However, Mr Carter informed the meeting that Ms. Maria Williams was no longer a member of the committee, and that a replacement was required. Ms. Edna Smith Bowes, consented to be a member of the board, and was duly appointed to the Board of Trustees.

16. NEW BUSINESS:

1. Re: Proposal re: Strategic Retreat

It was moved by Mr. Alton Telfer, seconded by Mr. Jos. Thompson, as suggested in the report of the Executive Director (Page 7, Report Book) that the strategic retreat be considered by the Board of Directors, and that the appropriate officer be requested to investigate the possibility of obtaining grant funding for this retreat, and to report to the board thereon.

CARRIED.

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2. RE: Lecture on Drugs. - Senior's Group

Mr. Jos. Thompson announced to the membership that there will be a lecture on Drugs on Tuesday, May 29th in the Members Lounge at 2:00 p.m. and that all are invited to attend.

3. Mr. David Sinclair mentioned a fundraising project to raise money to install flag poles on the JCA property to fly the Canadian and Jamaican flags, and requested the support of the membership so that the poles can be in place prior to our Independence Celebrations.
4. Mrs. Fay Conville announced that folders are being made up for all committees so that the volunteer hours of members can be recorded therein, and that these will be ready soon.

17. ADJOURNMENT:

It was moved by Mr. Byron Carter, seconded by Mr. David Sinclair, that the meeting be adjourned:

CARRIED.

The meeting adjourned at the hour of 3:48 p.m.

APPROVED:

HERMAN STEWART
President

HECTOR A. GRAY
Executive Secretary.